

# CHANGES TO EIS

2008-09

<b>CHANGE ID</b>	2008-001		<b>Due Date</b>	June 30, 2008		
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<b>CHANGE ID</b>	2008-002		<b>Due Date</b>	June 30, 2008		
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**PURPOSE OF CHANGE:**

The revision will accomplish the following four goals:

1. Eliminate the need for districts to enter discipline data into EasyIEP/EasyCensus for special education students.
2. Eliminate the need for districts to report Zero Tolerance data separately.
3. Improve accuracy/consistency of discipline reporting across districts.
4. More closely align discipline reason option set with federal option set.

The revised option sets for discipline incidents and actions will be used in federal EDEN reporting, federal DANS (special education) reporting, federal Safe and Drug-Free Schools and federal Zero Tolerance reporting. It will also be used to report to the TN legislature and on the TN Report Card.

**REPORTS (Vendor):**

Change the criteria for not counting the student in both this year and last years Suspension, Expulsion, and Remands Report to only check to see if the offense date is in the prior school year. If the offense data is in the prior school year, the offense will not be counted in the current school year.

**TECHNICAL SPECIFICATIONS (Vendors):**

Vendors need to only allow the use of the existing Disciplinary Reason codes (1-16) for the 2007-08 school year or earlier. If a district is working on a student's disciplinary reason in 2007-08 or earlier school years they should be able to chose from the existing codes (1-16) and not from the future codes 17-38.

Beginning with the 2008-09 school year only codes 17-38 are to be allowed. Schools should not be allowed to enter disciplinary reason codes of 1-16 in the 2008-09 school years and in future school years.

Please note that the Action Type descriptions have changed, please use the new descriptions for the Action Types.

## Disciplinary Actions - Effective July 1, 2008

<b>TN Code</b>	<b>Description</b>	<b>NCES Code</b>	<b>Definition</b>
<b>I</b>	Suspension, in-school	3100	The student was removed from his or her regular classroom and assigned to an in-school suspension program for 10 or fewer days. Report all incidences of greater than one-half of a school day.
<b>S</b>	Suspension, out-of-school, without services	3102	The student was removed from his or her regular classroom and barred from school grounds for 10 or fewer days and did not receive educational services.
<b>R</b>	Change of placement (long-term)	3072	The student was reassigned to another school facility or program (for more than 10 days) that allowed him/her to continue to participate in the general curriculum at a school setting. Include students receiving prescribed special education services who continue to receive these services (for these students, temporary placement is not to exceed 45 days).
<b>E</b>	Expulsion without services	3087	The student was expelled from all school district settings, for more than 10 days, with total cessation of educational services.

**NOTE:** The TN Code is what will be reported to and stored in EIS. The NCES code is for information only.

Effective July 1, 2008

<b>TN CODE</b>	<b>Description</b>	<b>NCES Code</b>	<b>State Mandated Zero Tolerance</b>	<b>Definition</b>
<b>17</b>	Possession, use, or distribution of illegal drugs	1600	Yes	Unlawful use, cultivation, manufacture, distribution, sale, solicitation, purchase, possession, transportation, or importation of any controlled drug (e.g., Demerol, morphine) or narcotic substance. This incident is always Zero Tolerance.
<b>18</b>	Possession of Handgun	0011	Yes	The weapon involved was a handgun or pistol. This incident is always Zero Tolerance.
<b>19</b>	Possession of Rifle or shotgun	0012	Yes	The weapon involved was a shotgun or rifle. This incident is always Zero Tolerance.
<b>20</b>	Possession of explosive, incendiary device	0013	Yes	Other type of firearm Any destructive device, which includes: * Any explosive, incendiary (e.g., bomb, grenade, rocket/missile, mine), or poison gas. This incident is always Zero Tolerance.
<b>21</b>	Non-lethal firearm	0040	No	Other Object The weapon involved was another known object (e.g., stun gun, BB, air, pellet, cap, or toy gun).

<b>22</b>	Possession of weapon other than firearm	0097	No	Other The incident involved a weapon other than those described above (e.g., chain, nunchakus, brass knuckle, billy club, electrical weapon or device).
<b>23</b>	Possession, use, or distribution of alcohol	1000	No	Violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or consumption of intoxicating alcoholic beverages or substances represented as alcohol. Suspicion of being under the influence of alcohol may be included if it results in disciplinary action.
<b>24</b>	Violation of School Rules	4704	No	This category comprises misbehavior that violates school policy. Problem behaviors could include attendance related, immunization, dress code violations, running in the halls, possession of contraband, cheating, lying to authorities, or falsifying records.
<b>25</b>	Theft of Property	2600	No	The taking of, or attempting to take, anything of value that is owned by another person or organization under confrontational circumstances by force or threat of force or violence and/or by putting the victim in fear. A key difference between robbery and theft is that the threat of physical harm or actual physical harm is involved in a robbery.

<b>26</b>	Vandalism/Damage of Property	3500	No	Willful destruction or defacement of school or personal property.
<b>27</b>	Bomb threat	2710	No	Intentionally making a false report of potential harm from a bomb, dynamite, explosive, or arson-causing device.
<b>28</b>	Other type of threat	2700	No	School Threat (Threat of Destruction or Harm) Any threat (verbal, written, or electronic) by a person to use other substances or devices for the purpose of exploding, burning, causing damage to a school building or school property, or to harm students or staff.
<b>29</b>	Bullying	1810	No	Repeated negative behaviors intended to frighten or cause discomfort. These may include, but are not limited to verbal or written threats or physical harm.
<b>30</b>	Fighting	1700	No	Mutual participation in an incident involving physical violence, where there is no major injury.
<b>31</b>	Sexual Harassment	1900	No	Unwelcome sexual advances, requests for sexual favors, other physical or verbal conduct or communication of a sexual nature, including gender-based harassment that creates an intimidating, hostile, or offensive educational or work environment.

<b>32</b>	Assault of teacher or staff	1300	Yes	Touching or striking of another person against his or her will or intentionally causing bodily harm to an individual. This incident is always Zero Tolerance.
<b>33</b>	Assault of student	1300	No	Touching or striking of another person against his or her will or intentionally causing bodily harm to an individual.
<b>34</b>	Sexual Assault	2800	No	Oral, anal, or vaginal penetration forcibly or against the person's will or where the victim is incapable of giving consent. Includes rape, fondling, indecent liberties, child molestation, and sodomy.
<b>35</b>	Aggravated assault of teacher or staff	1300	Yes	Touching or striking of another person against his or her will or intentionally causing serious bodily harm to an individual. This incident is always Zero Tolerance.
<b>36</b>	Aggravated assault of student	1300	No	Touching or striking of another person against his or her will or intentionally causing serious bodily harm to an individual.
<b>37</b>	Attempted homicide	N/A	No	Attempting to kill a human being.
<b>38</b>	Homicide	2000	No	Killing a human being.

**NOTE: The TN Code is to be reported to and stored in EIS. The NCES Code is informational only.**



<b>CHANGE ID</b>	2008-003		<b>Due Date</b>	June 30, 2008		
<b>PURPOSE OF CHANGE:</b> This revision will provide an automated method of getting the special education students disabilities from Easy IEP to EIS. This data is needed to calculate the graduation rates.						
<b>BUSINESS RULES:</b> All students with an active IEP in a school year must have their primary and secondary disability codes, if one exists, extracted from Easy IEP and uploaded to EIS. The disability extracts will be created using the same schedule as the existing extracts from Easy IEP.						
<b>TECHNICAL SPECIFICATIONS (Vendors):</b> Extracts will be created for any new, changed, or deleted primary and/or secondary student disability code changes. These changes will be included in the file with the 090, 091, and 092 extracts and will follow the format of the new 093 Special Education Disabilities extract. <ul style="list-style-type: none"> <li>•If the disability code is new it should be sent to EIS as a New.</li> <li>•If a disability code is ended an Edit should be sent with the disability end date in the record.</li> <li>•If a disability was incorrect entered and the child was never in that disability it should be sent to EIS as a Delete.</li> <li>•The 999 Trailer record layout for EIS needs to be modified to accommodate the 093 Special Education Disabilities extract count in the record.</li> <li>•Please see the attached “EIS Transmit Records Definitions 2008-09.doc” file for new layouts and requirements.</li> </ul>						
<b>NOTES:</b> See attachment <b>EIS Transmit Records Definitions 2008-09.doc</b> for required record layout. This record (093) is to be sent to EIS only by Easy EIP/Easy Census. All SIS packages will need to incorporate the change to the 999 Trailer record.						

<b>CHANGE ID</b>	2008-004		<b>Due Date</b>	June 30, 2008		
<p><b>PURPOSE OF CHANGE:</b></p> <p>The purpose of this request is to provide a withdrawal code for schools to use when the parent changes their mind about enrolling their child in the pre-k program and to make the system consistent with existing Pre-K Enrollment, Scheduling and Attendance Guidelines.</p> <p>The purpose of this request is to provide a withdrawal code for schools to use when the school initiates the child's withdrawal from the pre-k program and to make the system consistent with existing Pre-K Enrollment, Scheduling and Attendance Guidelines.</p>						
<p><b>BUSINESS RULES:</b></p> <p><b>Withdrawal code 10:</b> To change the code description to:  <i>Withdrawn to a home school (Formal intent to register must be on file) or pre-k withdrawn per parent request</i></p> <p><b>Withdrawal code 13:</b> To change the code description to:  <i>School initiated dismissal from Tennessee's voluntary pre-k program. Requires written request to and approval from the Tennessee Department of Education</i></p>						
<p><b>TECHNICAL SPECIFICATIONS (Vendors):</b></p> <p>Modify the description displayed to the users for Withdrawal Code 10 to read on all screens and reports to:  <i>Withdrawn to a home school (Formal intent to register must be on file) or pre-k withdrawn per parent request</i></p> <p>Modify the description displayed to the users for Withdrawal Code 13 to read on all screens and reports to: <i>School initiated dismissal from Tennessee's voluntary pre-k program. Requires written request to and approval from the Tennessee Department of Education</i></p>						

<b>CHANGE ID</b>	2008-005		<b>Due Date</b>	June 30, 2008		
<p><b>PURPOSE OF CHANGE:</b>          The purpose for the change is to modify in EIS and vendor SIS packages option descriptions so that they are consistent with current program requirements and guidelines.</p>						
<p><b>BUSINESS RULES:</b>          Within the Student Classification Type data element in the SIS programs that generate the EIS extract 044:</p> <p><b>Student Classification O:</b> Change the code description to: <i>Lottery funded, P4 only</i></p> <p><b>Student Classification Q:</b> Change the code description to: <i>State funded: voluntary expansion (P4 only)/pilot funded (P3 and P4</i></p>						
<p><b>TECHNICAL SPECIFICATIONS (Vendors):</b>          Modify the descriptions on the following two student classifications on all screens and reports to the following:</p> <p><b>Student Classification O:</b> Change the code description to: <i>Lottery funded, P4 only</i></p> <p><b>Student Classification Q:</b> Change the code description to: <i>State funded: voluntary expansion (P4 only)/pilot funded P3 and P4</i></p>						

# EIS SECURITY LEVELS

## 2008-09

	DST_AA	DST_EC	DST	SCH_EC	SCH
Allows district level report approval	Yes	No	No	No	No
Allows district and school data viewing	Yes	Yes	Yes	No	No
Allows district and school level error flagging	Yes	Yes	No	No	No
Allows school level viewing	Yes	Yes	Yes	Yes	Yes
Allows school level error flagging	Yes	Yes	No	Yes	No

No state level userid has the ability to do error flagging

# Official Reporting Uses of EIS for 2007-2008 School Year

- **Fall student membership** (distinct count of enrolled students as of October 1 by grade, gender, and race/ethnicity). Reported to US DOE and National Center for Education Statistics' Common Core of Data (CCD) via EDEN and on State Report Card for student demographics and as denominator of the following rates: cohort dropout, event dropout, suspension, expulsion, and promotion/retention.
- **Count of students suspended and expelled** (including disciplinary primary reason). Reported to US DOE via EDEN for Consolidated State Performance Report (CSPR) and on State Report Card.
- **Count of students who dropped out.** Reported to US DOE via EDEN for Consolidated State Performance Report (CSPR) and on State Report Card for dropout counts, dropout rate, and graduation rate.

# 2007-08

- **Count of students who were promoted and retained.** Reported on State Report Card.
- **Count of students by English language background:** Non-English Language Background, ELL, T1 and T2 Students (including their home language). Reported to US DOE via EDEN, for Federal Title III funding, for BEP and BEP 2.0 funding.
- **Count of English Language Learner teachers** (based on their staff assignment and class schedule). Reported to US DOE via EDEN.
- **Count of immigrant students.** Reported to US DOE via EDEN and for Federal Title III funding.
- **Count of completers** (by completion type). Reported to US DOE via EDEN (completers and graduation rate files) for Consolidated State Performance Report (CSPR) and on State Report Card for graduation rate.
- **Preliminary Report pre-population** for (1) Membership (by grade, gender, race/ethnicity); (2) School Class Size (total number of classes, federal classes, class size average by grade and grade groupings); and (3) Staff Report (staff courses taught, total number of classes and total number of students).

# 2007-08

- **eTIGER (Career and Technical Education database) pre-population** for (1) CTE classes; (2) CTE teachers; (3) CTE students; and (4) CTE clubs. Reported to US DOE via EDEN and on State Report Card.
- **State- and Lottery-funded pre-kindergarten enrollment counts** (by funding source and free and reduced price lunch status). Reported to Governor's Office, State Legislature, and Lottery Commission.
- **Teacher assignments** (via Preliminary Report). Included in the Highly Qualified Teacher calculation reported to US DOE via EDEN and on State Report Card.

# Official Reporting Uses of EIS for 2008-2009 School Year

- **Count of students on free or reduced price lunch.** Reported to US DOE via EDEN (economically disadvantaged counts, completers, dropouts, graduation rate files) and on State Report Card for economically disadvantaged counts and percentage.
- **Count of migrant students.** Reported to US DOE via EDEN (completers, graduation rate, dropout, migrant files).
- **Count of students enrolled in alternative schools and programs.** Reported to Tennessee Legislature in Annual Alternative Education Report, including discipline and academic data.



# 2008-09

- **Count of special education disciplinary removals.** Reported to US DOE via EDEN and on OSEP Table 5 – Report of Children with Disabilities Subject to Disciplinary Removal.
- **Count of Zero Tolerance discipline offences.** Reported to Tennessee General Assembly.
- **Count of gun or incendiary device incidents.** Reported to US DOE via EDEN.